



U.S. DEPARTMENT OF
ENERGY



NNSA EEO Program

Report for Fiscal Year 2014

Prepared December 2014

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Equal Employment Opportunity: Collaborating for Mission Success

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A Message from the NNSA Equal Employment Opportunity Manager

Twice each year, it is the responsibility of the NNSA Office of Civil Rights (OCR) to inform NNSA management, employees, and interested communities of the workforce diversity within NNSA; as well as to provide a status report on the EEO Program.

The (separate) Mid-Year Report is a two-page snap shot of our Agency. This Year-End Report is much more comprehensive, including data by race and gender on hires, promotions, and separations (by reason). Should you need different information, or a display of workforce diversity information in a different format, please give our office a call. As a customer service, we respond to special report requests throughout the year.

In addition to the workforce diversity reports, the NNSA OCR has many responsibilities, and our contact information and Program functions are included in the Appendix (titled "Key Processes"). Finally, suggestions for the improvement of this report are welcome; please give our office a call to make recommendations or comments.

Debra Parrish
EEO Manager
NNSA Office of Civil Rights, NA-1.2

Functions of the NNSA Office of Civil Rights:

- ▶ Provide technical Advisory-Services for NNSA managers, supervisors, employees, and applicants
- ▶ EEO-complaints program management
- ▶ Facilitate and provide Alternative Dispute Resolution Program services (Mediation)
- ▶ EEO Counselor Program
- ▶ Affirmative Employment Program
- ▶ Workforce Diversity statistics and reports
 - Semi-Annual diversity reports
 - Year-End diversity reports
 - MD-715 Report to the Equal Employment Opportunity Commission
 - Disabled Veterans Affirmative Action Program Plan
 - Federal Equal Opportunity Recruitment Program and Relevant Hispanic Employment Plan
 - Special reports/requests from organizations throughout NNSA
- ▶ Develop and provide EEO training, awareness, and briefings
- ▶ Provide EEO administrative support to the NNSA, the DOE Office of Civil Rights, and to the Equal Employment Opportunity Commission

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Equal Employment Opportunity: Collaborating for Mission Success

EXECUTIVE SUMMARY

There was a reduction in the NNSA workforce from 2502 employees in FY 2013, to 2381 employees (4.8% decrease) in FY 2014. Total male employees decreased from 1663 to 1593 (4.21% decrease), and female employees decreased from 839 to 788 (6.08% decrease).

Pay Plans and Occupational Categories:

Increases in pay plan participation in FY 2014 (compared to FY 2013):

- EX, from 2 to 4
- EN 05, from 40 to 41
- EN 03, from 18 to 21
- EN 00, from 0 to 6
- GS-15, from 1 to 2

Decreases in pay plan participation in FY 2014 (compared to FY 2013):

- SES, from 104 to 90
- SL, from 1 to 0
- EJ/EK, from 88 to 73
- EN 04, from 169 to 157
- NN, from 441 to 416
- NQ, from 1239 to 1190
- NU, from 66 to 57
- NV (Nuc Mat Courier), from 328 to 321
- GS-10, from 3 to 1

No Changes in pay plan participation in FY 2014 from FY 2013:

- GS-13, from 2 to 2

Diversity Overview:

During FY 2014 within the NNSA workforce:

- American Indian males decreased by 0, and are above the CLF (Civilian Labor Force). American Indian females decreased by 3, and are above the CLF.
- African American males decreased by 5, and are below the CLF. African American females decreased by 13 and are below the CLF.
- Asian males decreased by 5, and are above the CLF. Asian females decreased by 1, and are below the CLF.
- Hispanic males decreased by 21, and are above CLF. Hispanic females decreased by 11, and are above the CLF.
- White males decreased by 100, and remain above the CLF. White females decreased by 35, and remain well-below the CLF.

EXECUTIVE SUMMARY (continued)

Supervisors

The NNSA's Supervisory Workforce was decreased by a total of 14 supervisory employees. Asian and White male Supervisors increased (by 2 and 4, respectively). American Indian female Supervisors decreased by 1; African American male Supervisors decreased by 2; Hispanic female Supervisors decreased by 2; Hispanic male Supervisors decreased by 4; and White female Supervisors decreased by 5. American Indian male Supervisors, African American female Supervisors, and Asian female Supervisors experienced no increases or no decreases (they remained the same from the previous year).



Age and Years of Service

Age

The average age of the aggregate NNSA workforce went from 47.6 years in 2013 to 47.9 years in FY 2014, with the majority of NNSA employees (854) in the 50-59 age group (same as in FY 2013).

Years of Federal Service

The average years of Federal service went from 16.3 years in FY 2013 to 16.7 years in FY 2014, with the majority of NNSA employees (900) in the "Less than 10 years of Federal Service" category. There were 610 employees in the 20-29 years of service group, and 305 employees in the 30-39 years of service group. 382 employees were eligible to retire immediately in FY 2014, and 735 employees are eligible to retire by September of 2019.



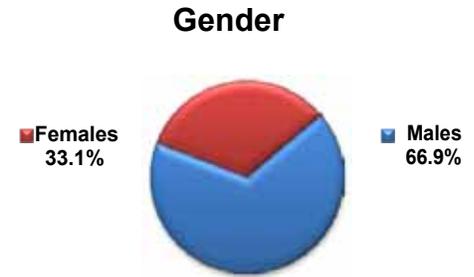
Education

The majority of NNSA employees, 818 (34%), have Bachelor's degrees; Masters, JD, PhD, and advanced Science Doctorate degrees account for an additional 840 (35%).

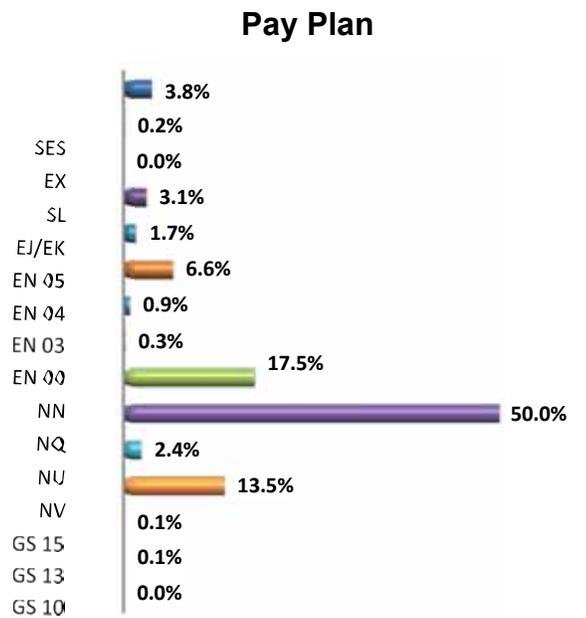


**National Nuclear Security Administration
As of September 25, 2014**

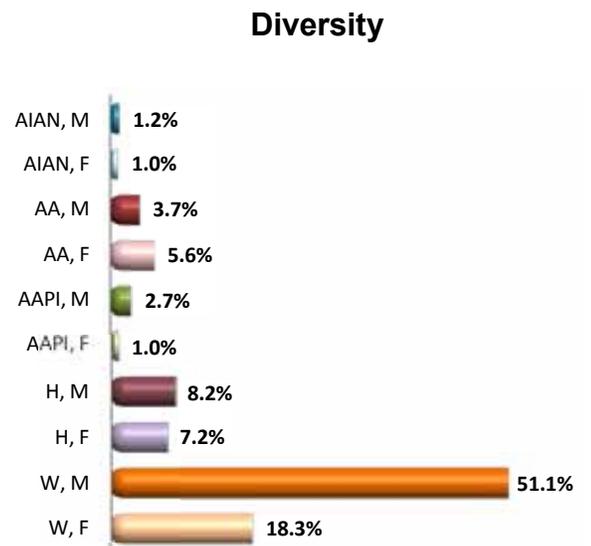
TOTAL WORKFORCE				
YEAR	2013	2014	Change	
Total number of Employees	2502	2381	-4.84%	↓
GENDER				
YEAR	2013	2014	Change	
Males	1663	1593	-4.21%	↓
Females	839	788	-6.08%	↓



PAY PLAN				
YEAR	2013	2014	Change	
SES	104	90	-13.46%	↓
EX	2	4	100%	↑
SL	1	0	-100%	↓
EJ/EK	88	73	-17.05%	↓
EN 05	40	41	2.50%	↑
EN 04	169	157	-7.10%	↓
EN 03	18	21	100%	↑
EN 00	0	6	100%	↑
NN (Engineering)	441	416	-5.67%	↓
NQ (Prof/Tech/Admin)	1239	1190	-3.95%	↓
NU (Tech/Admin Support)	66	57	-13.64%	↓
NV (Nuc Mat Courier)	328	321	-2.13%	↓
GS 15	1	2	100%	↑
GS 13	2	2	0%	/
GS 10	3	1	-66.67%	↓



DIVERSITY				
YEAR	2013	2014	Change	
American Indian Alaska Native Male (AIAN,M)	28	28	0%	/
American Indian Alaskan Native Female (AIAN,F)	27	24	-11.11%	↓
African American Male (AA,M)	90	89	-1.11%	↓
African American Female (AA,F)	142	134	-5.63%	↓
Asian American Pacific Islander Male (AAPI,M)	67	64	-4.48%	↓
Asian American Pacific Islander Female (AAPI,F)	25	24	-4.00%	↓
Hispanic Male (H,M)	207	195	-5.80%	↓
Hispanic Female (H,F)	182	171	-6.04%	↓
White Male (W,M)	1271	1217	-4.25%	↓
White Female (W,F)	463	435	-6.05%	↓



Total includes 2366 permanent and 15 temporary employees.

**National Nuclear Security Administration
As of September 25, 2014**

SPECIAL				
YEAR	2013	2014	Change	
DISABILITY	171	178	4.09%	↑
VETERANS	783	772	-1.40%	↓

SUPERVISOR RATIO				
YEAR	2013	2014	Change	
SUPERVISORS	438	430	-1.83%	↓
SUPERVISORS RATIO	4.7 TO 1	4.5 TO 1	-4.26%	↓

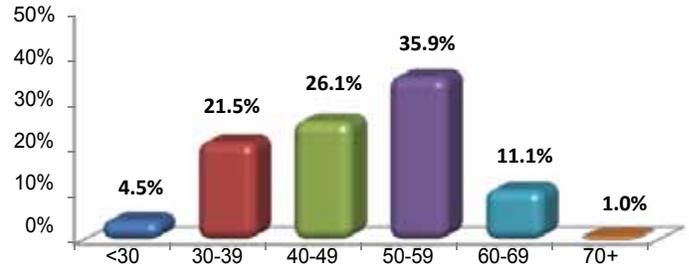
AGE				
YEAR	2013	2014	Change	
AVERAGE AGE	47.6	47.9	0.63%	↑
UNDER 30	135	106	-21.48%	↓
30-39	526	512	-2.66%	↓
40-49	652	622	-4.60%	↓
50-59	886	854	-3.61%	↓
60-69	287	264	-8.01%	↓
70 AND UP	16	23	43.75%	↑

YEARS OF FEDERAL SERVICE				
YEAR	2013	2014	Change	
AVERAGE LENGTH	16.3	16.7	2.45%	↑
LESS THAN 10 YEARS	986	900	-8.72%	↓
10-19 YEARS	511	543	6.26%	↑
20-29 YEARS	671	610	-9.09%	↓
30-39 YEARS	307	305	-0.65%	↓
40-49 YEARS	27	23	-14.81%	↓

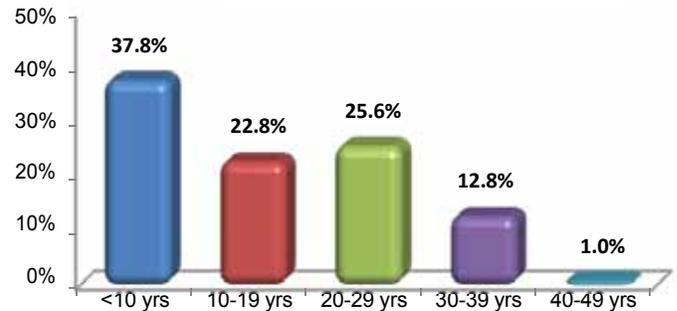
EDUCATION				
YEAR	2013	2014	Change	
J.D./Ph.D/Sc.D Degrees	89	89	0%	/
Masters Degrees	780	751	-3.72%	↓
Bachelors Degrees	856	818	-4.44%	↓
No Degree	777	723	-6.95%	↓

RETIREMENT				
YEAR	2013	2014	Change	
ELIGIBLE TO RETIRE IMMEDIATELY	480	382	-20.42%	↓
ELIGIBLE TO RETIRE IN 5 YEARS by SEP 2019	939	735	-21.73%	↓

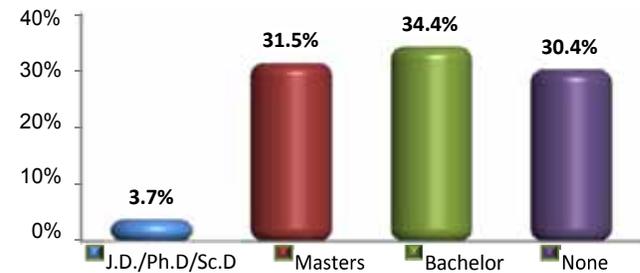
Age Groups as a Percentage of Workforce



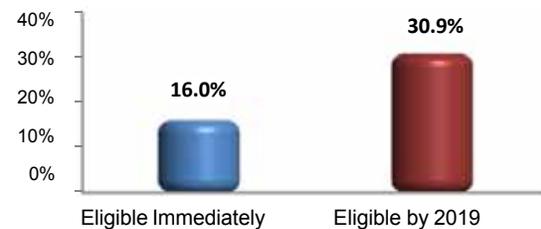
Years of Federal Service



Education

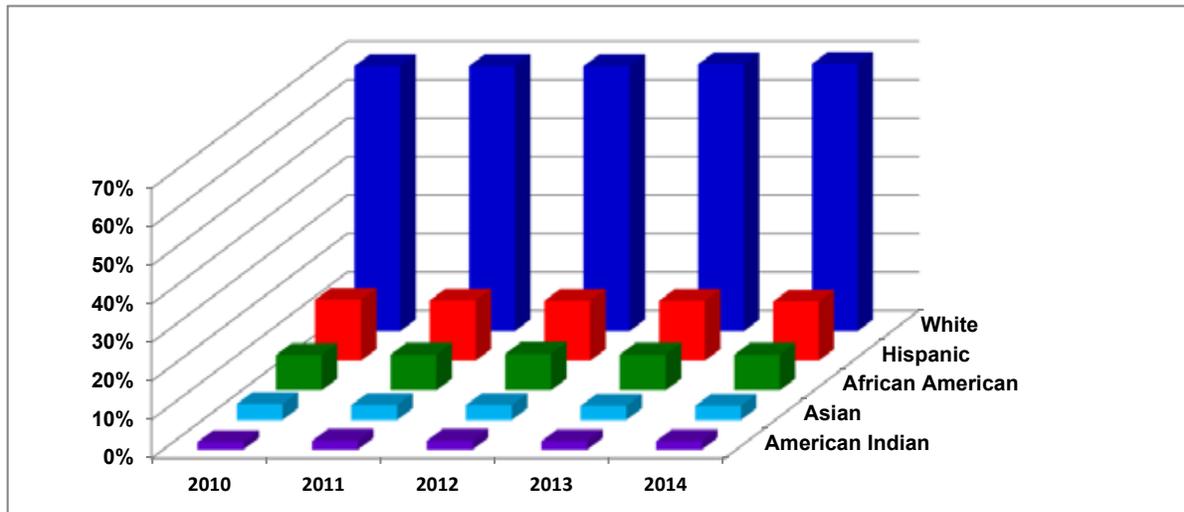


Retirement Eligibility



NNSA WORKFORCE BY PERCENTAGE

	SEPT 2010		SEPT 2011		SEPT 2012		SEPT 2013		SEPT 2014	
	Female	Male								
American Indian	1.1%	0.9%	1.1%	1.2%	1.2%	1.1%	1.1%	1.1%	1.0%	1.2%
Asian	1.1%	3.1%	1.0%	2.9%	1.0%	2.9%	1.0%	2.7%	1.0%	2.7%
African American	5.6%	3.6%	5.8%	3.5%	6.0%	3.5%	5.7%	3.6%	5.6%	3.7%
Hispanic	7.4%	8.5%	7.4%	8.3%	7.4%	8.2%	7.3%	8.3%	7.2%	8.2%
TOTAL MINORITIES:	15.2%	16.1%	15.3%	15.8%	15.6%	15.7%	15.1%	15.7%	14.8%	15.8%
White/Non-Minorities	19.2%	49.6%	19.5%	49.3%	19.2%	49.6%	18.5%	50.8%	18.3%	51.1%



The NNSA’s Affirmative Employment responsibilities (recruitment, career development, and retention) seek progress for those groups which would be underrepresented, when compared to the CLF; this comparison is documented in the next section of this report.

In example, the NNSA’s FY 2014 participation of the following groups is deemed under-represented, when compared to the CLF:

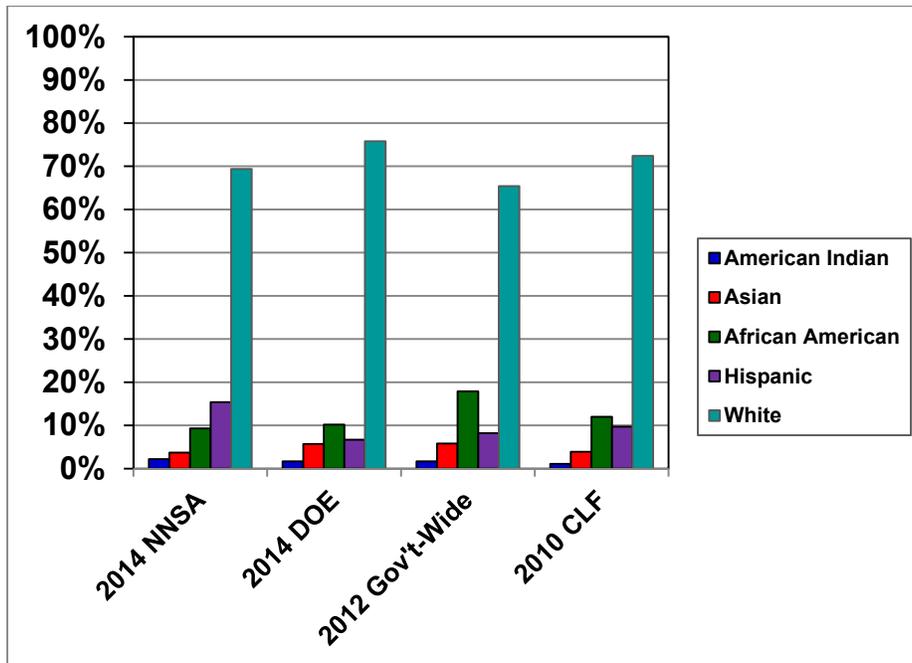
- African American males and African American females within the NNSA are below the CLF.
- Asian females within the NNSA are below the CLF.
- White females within the NNSA remain well below the CLF.

COMPARISON OF NNSA WORKFORCE TO OTHER WORKFORCES

The table and chart on this page depict the 2014 workforce-diversity statistics of the NNSA, in comparison to the latest available workforce-diversity statistical information (derived from the 2014 Department of Energy DOE; the aggregate 2012 Federal Workforce; and the United States Census Bureau’s 2010 Civilian Labor Force statistics).

	American Indian	Asian	African American	Hispanic	White
2014 NNSA	2.2%	3.7%	9.3%	15.4%	69.4%
2014 DOE	1.7%	5.7%	10.2%	6.7%	75.8%
2012 Gov’t Wide	1.7%	5.8%	17.9%	8.2%	65.4%
2010 CLF	1.1%	3.9%	12.0%	9.7%	72.4%

Note: DOE and NNSA do not track Hawaiian or Other Islander; or Two or More Races.



NNSA employee population participation as compared to other workforces (above, below, or equal to):

- The NNSA’s American Indian participation is **above** all comparators.
- The NNSA’s Asian participation is **below** all comparators.
- The NNSA’s African American participation is **below** all comparators, with the most significant disparity at the comparison to the aggregate Gov’t-Wide participation rate.
- The NNSA’s Hispanic participation is **above** all comparators.
- The NNSA’s White participation is **below** the DOE-wide and the CLF, and is **above** the aggregate Gov’t-Wide participation rate.

NNSA PERSONNEL BY GENDER

	FY 2010		FY 2011		FY 2012		FY 2013		FY 2014	
	Female	Male								
American Indian	1.1%	0.9%	1.1%	1.2%	1.2%	1.1%	1.1%	1.1%	1.0%	1.2%
Asian	1.1%	3.1%	1.0%	2.9%	1.0%	2.9%	1.0%	2.7%	1.0%	2.7%
African American	5.6%	3.6%	5.8%	3.5%	6.0%	3.5%	5.7%	3.6%	5.6%	3.7%
Hispanic	7.4%	8.5%	7.4%	8.3%	7.4%	8.2%	7.3%	8.3%	7.2%	8.2%
TOTAL MINORITIES:	15.2%	16.1%	15.3%	15.8%	15.6%	15.7%	15.1%	15.7%	14.8%	15.8%
White/Non-Minorities	19.2%	49.6%	19.5%	49.3%	19.2%	49.6%	18.5%	50.8%	18.3%	51.1%

In the five-year period between FY 2010 and FY 2014, the percentage of the total population within the NNSA, for both females and males has remained consistent.

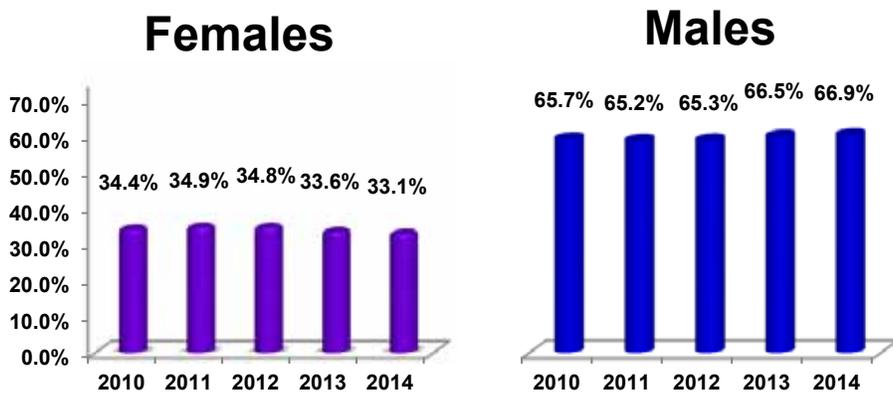
Of importance is to consider the FY 2014 NNSA workforce gender and race statistics, in comparison to the latest Civilian Labor Force (CLF) gender-specific statistics (depicted in the chart immediately below).

LATEST CIVILIAN LABOR FORCE (CLF) STATISTICS
(BY RACE AND GENDER, IN PERCENTAGES):

CLF	Female	Male
American Indian	.53%	.55%
Asian	1.93%	1.97%
African American	6.53%	5.49%
Hispanic	4.79%	5.17%
White/Non-Minorities	34.03%	38.33%
TOTALS:	48%	52%

As depicted in the uppermost chart on this page (within the FY 2014 Female and Male columns), during FY 2014, the NNSA's aggregate female employee population (of appx. 33%) was BELOW that of the Civilian Labor Force by approximately 14.7%. Likewise, the NNSA's aggregate male employee population (of appx. 67%) was ABOVE that of the Civilian Labor Force by approximately 15%.

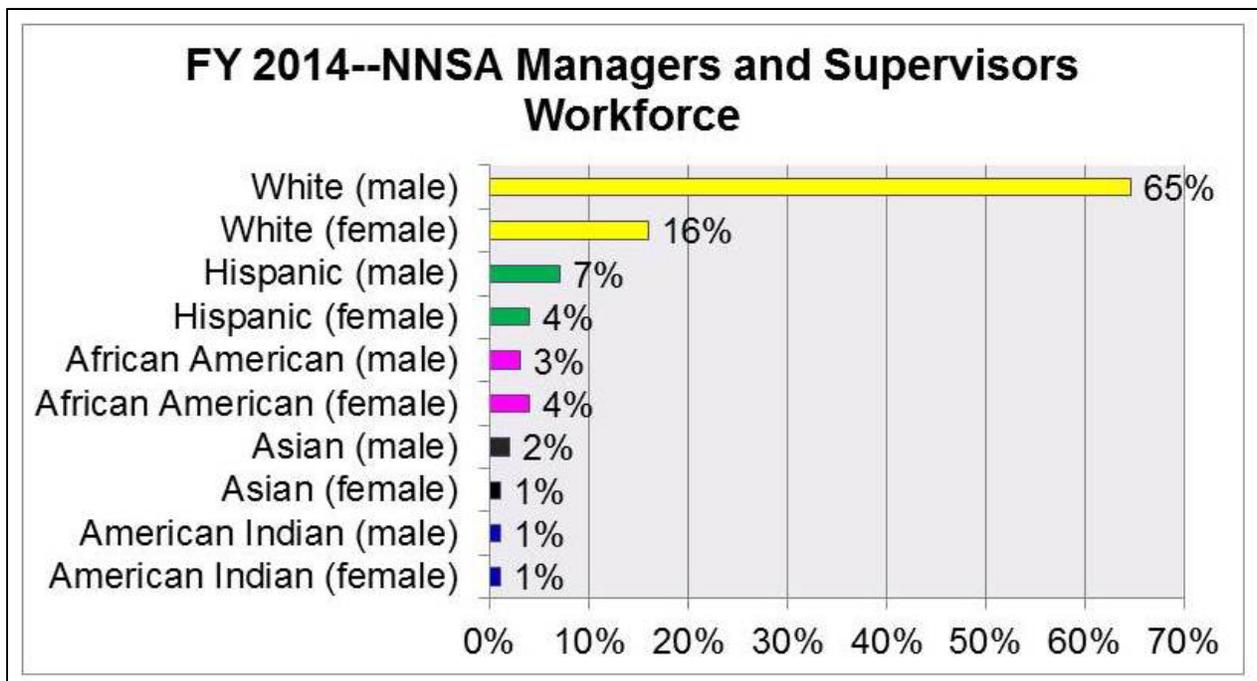
FY 2010-FY 2014 NNSA Employee Gender Composition Trending:



NNSA MANAGEMENT AND SUPERVISORY WORKFORCE

	American Indian female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	TOTAL
FY 2014	1	1	2	8	16	11	16	29	68	278	430
FY 2013	2	1	2	6	16	13	18	33	73	274	438
Decreases or Increases (+ or -)	-1	N/A	N/A	+2	N/A	-2	-2	-4	-5	+4	

During FY 2014, (after considering the averaged calculation of both increases and decreases), the NNSA’s Supervisory Workforce *decreased* by a total of 14 supervisory employees (resulting in a 1.83% decrease).

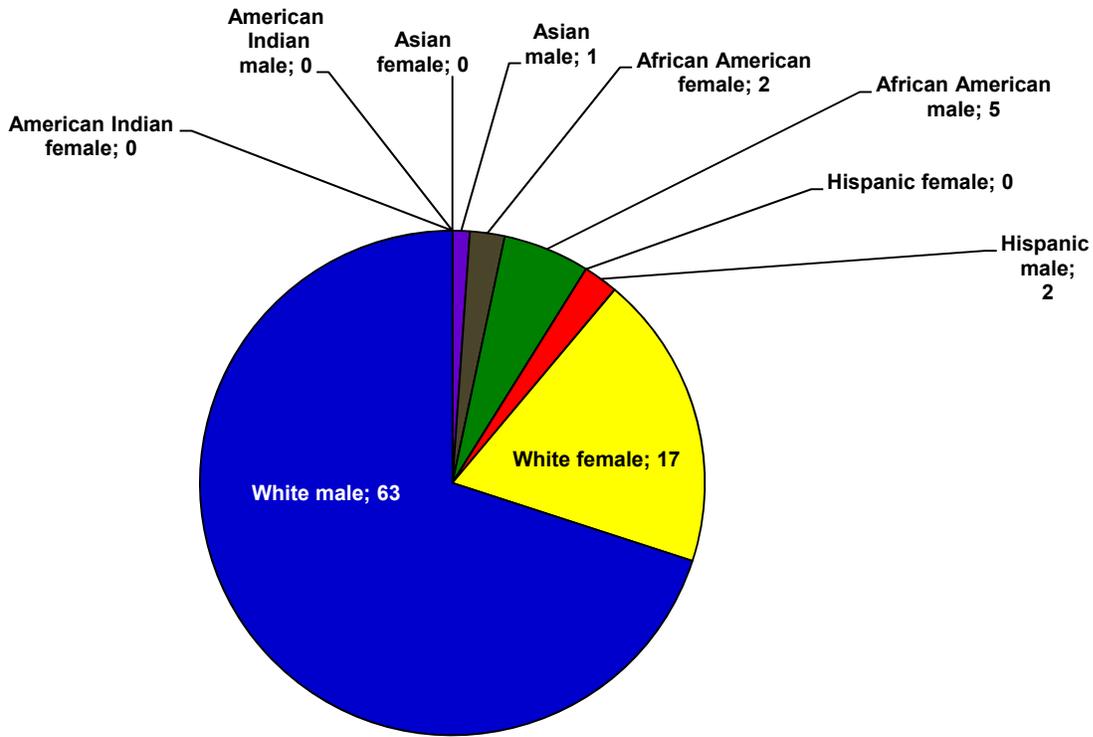


SENIOR EXECUTIVE SERVICE (SES) PARTICIPATION

	American Indian female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	TOTAL
FY 2014	0	0	0	1	2	5	0	2	17	63	90
FY 2013	0	0	0	1	3	5	0	6	19	70	104
Decreases or Increases in SES participation (+ or -)	N/A	N/A	N/A	N/A	-1	N/A	N/A	-4	-2	-7	

In FY 2014, female NNSA SES employees totaled 19 (21.1 %). NNSA female SES employees decreased by 3 for African American females and White females.

In FY 2014, male NNSA SES employees totaled 71 (78.9%). NNSA male SES employees decreased by 11 for Hispanic males and White males.



NNSA PATHWAYS PROGRAM PARTICIPATION (AND FLP/SCEP HISTORICAL-TRACKING)



As directed by President Obama, the Pathways Programs offer clear paths to Federal internships for students from high school through post-graduate school and to careers for recent graduates, and provides meaningful training and career development opportunities for individuals who are at the beginning of their Federal service. As a student or recent graduate, participants can begin their career in the Federal government by choosing the path that best describes the participant and where they are in their academics.

In FY 2014, NNSA received OPM approval that allowed NNSA to use the Pathways Program under NNSA's Demonstration (DEMO) Project. NNSA utilized the *Internship Program*, one of the sub-programs of Pathways. The Pathways *Internship Program* is for current students enrolled in a wide variety of educational institutions from high school to graduate level, with paid opportunities to work in agencies and explore Federal careers while still in school.

NNSA had one (1) employee participate in Pathways Internship Program in FY 2014. It is anticipated that over the duration of the next year (FY 2015), more participation will occur.

NNSA Future Leader Program (FLP) and Student Career Experience Program (SCEP) Participant Retention-Tracking

As historical background, in previous years, the NNSA had a Future Leaders Program (FLP) and a Student Career Experience Program (SCEP). Although these programs are no longer being offered, we are tracking the NNSA's retention of the FLP and SCEP groups. The tables below include historical data on NNSA's retention of the FLP and SCEP participants.

FLP		Years Later:									
Class Year of:	1	2	3	4	5	6	7	8	9	10	
2005	96%	93%	93%	85%	81%	78%	78%	74%	67%		
2006	93%	93%	90%	80%	73%	73%	73%	64%			
2007	96%	96%	96%	96%	92%	92%	92%				
2008	97%	94%	84%	81%	69%	69%					
2009	90%	90%	87%	83%	80%						
2010	93%	93%	87%	74%							
2011	89%	84%	84%								
2012	NO CLASS HELD										
2013-	FLP Program Discontinued										

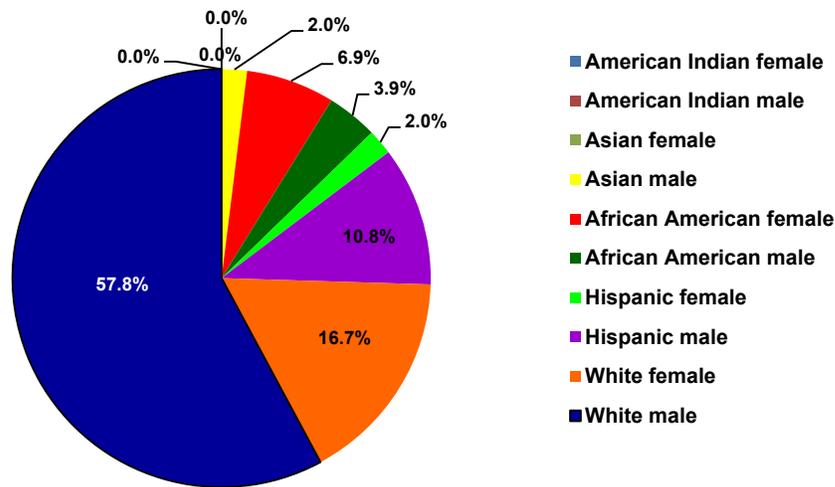
SCEP		Years Later:									
Class Year of:	1	2	3	4	5	6	7	8	9	10	
2005	NO CLASS HELD										
2006	NO CLASS HELD										
2007	87%	87%	87%	80%	67%	60%	60%				
2008	92%	77%	54%	54%	46%	46%					
2009	63%	50%	50%	50%	50%	50%					
2010	NO CLASS HELD										
2011	45%	36%	36%								
2012	83%	83%									

ACCESSIONS

During FY 2014, within the NNSA, accessions increased from 99 (in FY 2013) to 102. Female employee accessions increased by 26 (25.6%). Male employee accessions decreased to 76 (74.5%). NOTE: During FY 2014, there were no temporary appointments.

	American Indian female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male
Career Appointments:	0.0%	0.0%	0.0%	2.0%	6.9%	3.9%	2.0%	10.8%	16.7%	57.8%

Accessions by Race/Gender



Accessions by Appointment-Categorization

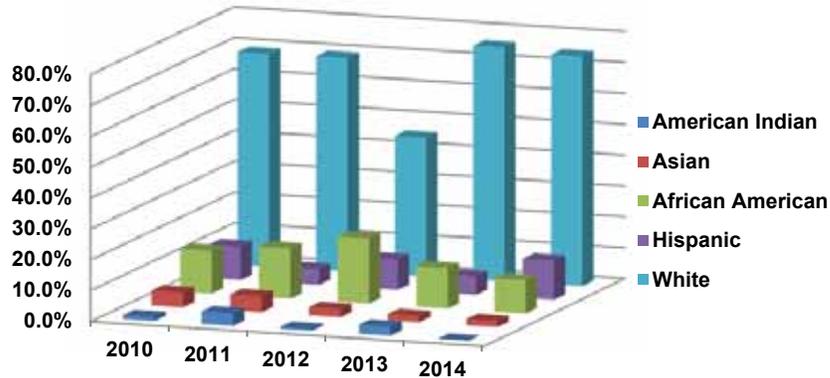
	American Indian female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	TOTAL:
Career Appointment	--	--	--	--	--	--	--	--	1	--	1
Conversion to Career Appt	--	--	--	--	--	--	--	1	--	--	1
Career-Conditional Appt	--	--	--	1	1	--	--	--	3	7	12
Conversion to Career-Cond Appt	--	--	--	--	--	--	1	--	1	2	4
Conversion to Career-Cond NTE	--	--	--	--	1	--	--	--	--	--	1
Conversion to Excepted Appt	--	--	--	--	--	--	--	3	2	2	7
Conversion to Excepted Appt NTE	--	--	--	--	1	--	--	--	1	2	4
Conversion to Reinstatement--Career	--	--	--	--	--	--	--	--	--	1	1
Conversion to SES Career Appt	--	--	--	--	--	--	--	--	--	2	2
Conversion to SES Ltd Term Appt NTE	--	--	--	--	--	--	--	--	--	1	1
Excepted Appointment	--	--	--	--	--	2	--	5	3	33	43
Reinstatement--Career	--	--	--	--	--	--	--	--	--	3	3
SES Career Appt	--	--	--	--	--	--	--	--	1	2	3
Transfer	--	--	--	1	4	2	1	2	5	4	19
TOTAL:	--	--	--	2	7	4	2	11	17	59	102

HISTORICAL ACCESSIONS (BY PERCENTAGE)

NNSA ACCESSIONS BY RACE:

	American Indian	Asian	African American	Hispanic	White
2010	1.3%	4.8%	14.0%	11.0%	68.9%
2011	4.1%	5.2%	16.3%	5.2%	69.2%
2012	0.7%	2.6%	21.2%	9.9%	45.0%
2013	2.0%	2.0%	13.1%	6.0%	75.8%
2014	0.0%	2.0%	10.8%	12.8%	74.5%

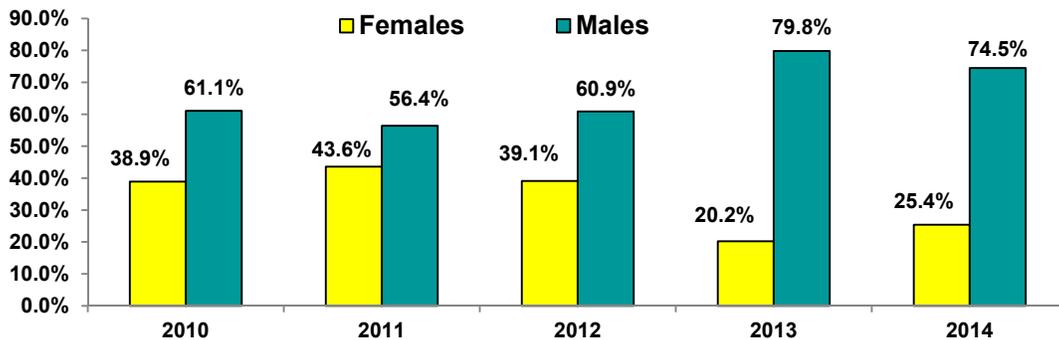
Within the NNSA, all groups had Accessions in the five-year period, with the exception of the American Indian group in 2014. In comparison between FY 2013 and FY 2014, the Asian group remained the same; the African American group decreased; the Hispanic group increased; and the White group decreased slightly.



NNSA ACCESSIONS BY GENDER:

	Females	Males
2010	38.9%	61.1%
2011	43.6%	56.4%
2012	39.1%	60.9%
2013	20.2%	79.8%
2014	25.4%	74.5%

During FY 2014, there was a slight increase in female accessions. In FY 2014, there was a slight decrease in male accessions. Males comprised 66.9% of the NNSA workforce during FY 2014.



NNSA EMPLOYEE SEPARATIONS

In FY 2014, there were a total of 193 Separations within the NNSA.

Reason Separated:		DEATH	REMOVAL	RESIGNATION	TERMINATION	RETIRED	TOTALS
FY 2014	Females	2	2	11	10	38	63
	Males	2	4	31	16	77	130

NNSA Female employee separations totaled **63** (or **32%**) of the 193 separations.

Female employee separations breakdown:

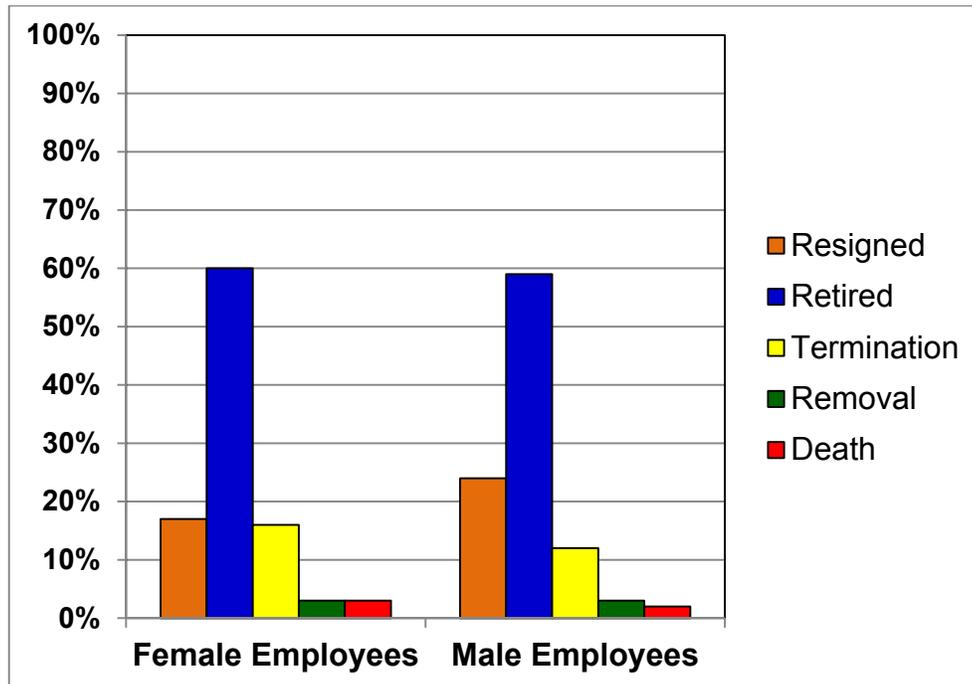
- 11 Resignations (17% of the 63 total)
- 38 Retirements (60% of the 63 total)
- 10 Terminations (16% of the 63 total)
- 2 Removals (3% of the 63 total)
- 2 Deaths (3% of the 63 total)

NNSA Male employee separations totaled **130** (or **68%**) of the 193 separations.

Male employee separations breakdown:

- 31 Resignations (24% of the 130 total)
- 77 Retirements (59% of the 130 total)
- 16 Terminations (12% of the 130 total)
- 4 Removals (3% of the 130 total)
- 2 Deaths (2% of the 130 total)

FY 14 NNSA Separations (By Gender)



NNSA EMPLOYEE SEPARATIONS AND ACCESSIONS (5-YEAR TRENDING)

SEPARATIONS											
	American Indian Female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	ROW TOTALS
2010	1	1	3	8	16	10	19	16	41	87	202
2011	4	0	6	9	20	12	12	17	42	122	244
2012	2	0	3	7	22	14	16	19	49	103	235
2013	6	3	3	8	23	9	15	15	56	98	236
2014	3	0	1	5	13	5	11	21	35	100	193
TOTAL:	16	4	16	37	94	50	73	88	223	510	1,110
% of all separations	1%	.5%	1%	3%	8%	5%	7%	8%	20%	46%	

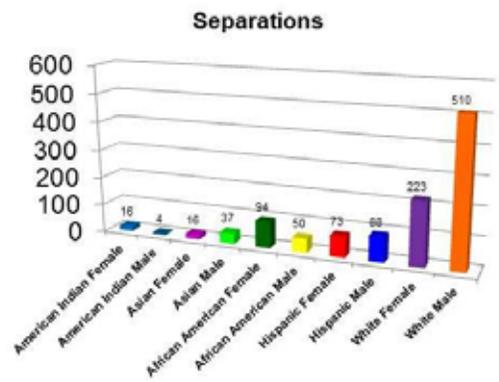
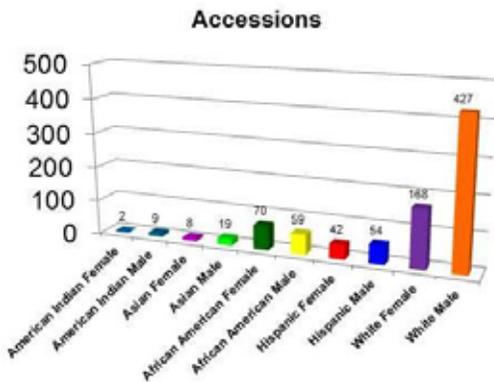
ACCESSIONS											
	American Indian Female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	ROW TOTALS
2010	0	4	3	5	17	23	16	18	51	117	254
2011	1	2	2	9	19	14	17	11	59	118	252
2012	1	0	2	2	19	13	6	9	31	68	151
2013	0	3	1	1	8	5	1	5	10	65	99
2014	0	0	0	2	7	4	2	11	17	59	102
TOTAL:	2	9	8	19	70	59	42	54	168	427	858
% of all separations	.2%	1.0%	.9%	2.21%	8.2%	6.8%	4.9%	6.3%	19.6%	49.7%	

In the five-year period between Fiscal Years 2010 and 2014, there have been 1,110 separations, compared to 858 accessions. The below content depicts five year Separations, compared to Accessions (by race and gender):

	American Indian Female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male
Accessions	2	9	8	19	70	59	42	54	168	427
Separations	16	4	16	37	94	50	73	88	223	510

- American Indian female separations exceeded accessions by 14
- American Indian male accessions exceeded separations by 5
- Asian female separations exceeded accessions by 8
- Asian male separations exceeded accessions 18
- African American female separations exceeded accessions by 24
- African American male accessions exceeded separations by 9
- Hispanic female separations exceeded accessions by 31
- Hispanic male separations exceeded accessions by 34
- White female separations exceeded accessions by 55
- White male separations exceeded accessions by 83

5-Year Totals:

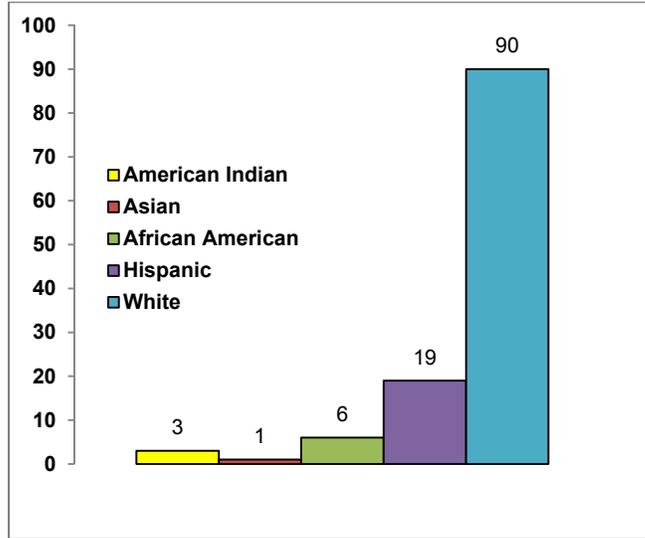


NNSA EMPLOYEE PROMOTIONS

In FY 2014, there were 119 promotions within the NNSA, compared to 111 promotions during FY 2013.

FY 2014 NNSA Promotions (by Race)

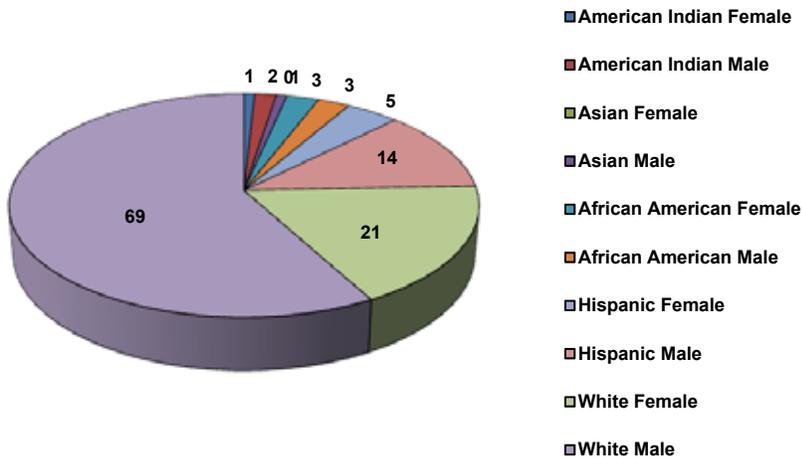
American Indian	Asian	African American	Hispanic	White	TOTAL
3	1	6	19	90	119



FY 2014 NNSA Promotions (by Race and Gender)

- In FY 2014, female employees received 30 promotions (comprising 25% of the total number of NNSA employees that were promoted during FY 2014).
- In FY 2014, male employees received 89 promotions (comprising 75% of the total number of NNSA employees that were promoted during FY 2014).
- During FY 14, the majority (69 of the 119 promotions) were awarded to White Male employees.

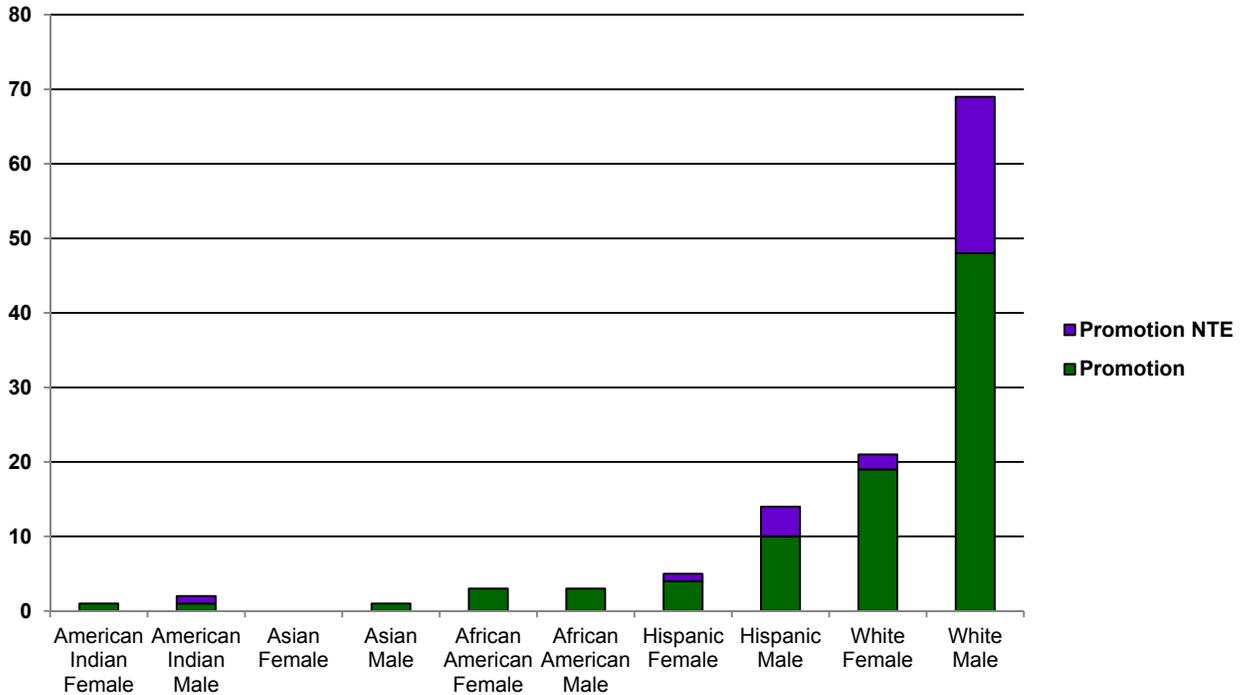
American Indian		Asian		African American		Hispanic		White		TOTAL
F	M	F	M	F	M	F	M	F	M	
1	2	0	1	3	3	5	14	21	69	119



NNSA EMPLOYEE PROMOTIONS (continued)

PROMOTIONS AND PROMOTIONS-NTE ANALYSIS

	American Indian		Asian		African American		Hispanic		White		TOTAL
	F	M	F	M	F	M	F	M	F	M	
Promotions-NTE:	0	1	0	0	0	0	1	4	2	21	29
Promotions:	1	1	0	1	3	3	4	10	19	48	90
TOTAL:	1	2	0	1	3	3	5	14	21	69	119
% of 2014 promotions	1%	2%	0%	1%	3%	3%	4%	12%	18%	58%	
% of 2014 NNSA Workforce	1%	1.2%	1%	2.7%	5.6%	3.7%	7.2%	8.2%	18.3%	51.1%	



American Indian males, Hispanic males, and White males received promotions above their current participation rate in the FY 2014 NNSA workforce.

Asian females, Asian males, African American females, African American males, Hispanic females, and White females received promotions below their current participation rate in the FY 2014 NNSA workforce.

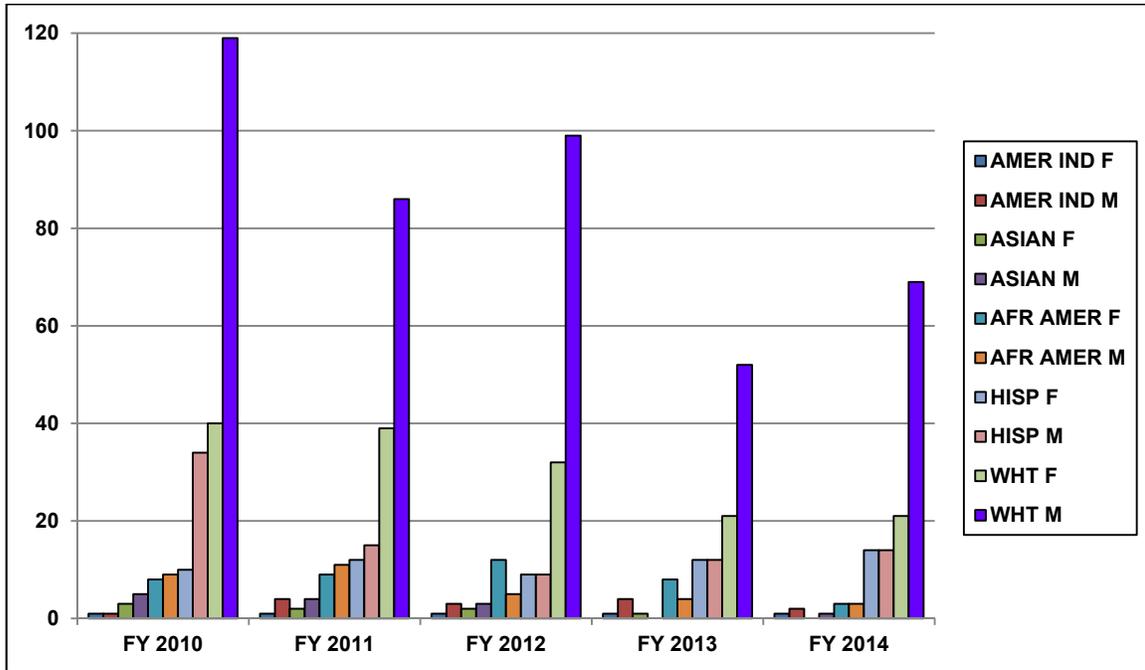
NOTE: "Promotions-NTE" may include the same employee more than once, in cases where they received more than one NTE Promotion during FY 2014.

NNSA EMPLOYEE PROMOTIONS (continued)

HISTORICAL PROMOTIONS OVERVIEW (PREVIOUS 5 YEARS)

	American Indian Female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	ROW TOTAL
2010	1	1	3	5	8	9	10	34	40	119	230
2011	1	4	2	4	9	11	12	15	39	86	183
2012	1	3	2	3	12	5	20	9	32	99	186
2013	1	4	1	0	8	4	8	12	21	52	111
2014	1	2	0	1	3	3	5	14	21	69	119
TOTAL:	5	14	8	13	40	32	55	84	153	425	829
% of all promotions (over the past 5 years)	.6%	1.7%	.9%	1.6%	4.8%	3.9%	6.6%	10.1%	18.5%	51%	

Over the period of the previous 5 years (between FY 2010 and FY 2014), American Indian female employees received the lowest amount of promotions (0.6%); within the same five year period, the highest amount of promotions have been within the White Male employee category (51%), followed next by the White Female category (18.5%).





U.S. DEPARTMENT OF
ENERGY



APPENDIX

Fiscal Year 2014 EEO Program Report

Equal Employment Opportunity: Collaborating for Mission Success

NNSA OFFICE OF CIVIL RIGHTS (NA-1.2)			
Key Processes and Services			
Services/Processes	Clients	Method of Communication	EEO Points of Contact
Discrimination Complaints Program	NNSA-wide Employees, Managers, Supervisors, & Attorneys, DOE Civil Rights Personnel, EEOC Representatives, Applicants, General Public	Person-to-Person Telephonic Written Correspondence Email	Debra Parrish (505-845-6021) Patricia Padilla (505-845-4976) Bonnie Baisden (505-845-6668) Denise Ramos (505-845-5920) Suzanne Sandoval (505-845-6385)
EEOC 462 Report	EEOC/DOE OCR	EEOC FedSEP Website	Suzanne Sandoval, Lead Denise Ramos, Advisor
EEO Counselor Program	NNSA-wide Office EEO Counselors	Person-to-Person Telephonic Written Correspondence Email	Bonnie Baisden, Lead Patricia Padilla (Backup)
EEO Counselor FY-year-end certificates of appreciation	All NNSA Counselors	Letter of Appreciation & Certificates	Michelle Poulsen
Monthly & Weekly Complaint Activity Reports	<ul style="list-style-type: none"> • Specialists and GC • OHCM • OST 	Email	Bonnie Baisden, Lead Denise Ramos, (Backup)
EEO Observer Program	NNSA-wide Application and or interview panels	Person-to-Person VTC Telephonic Written Correspondence Email	Debra Parrish (In Debra's absence, any of the EEO Specialists, call 505-845-5517)
Mid-Year Reports	NNSA-wide; Field Offices; OST	OCR SharePoint and/or OCR Intranet and Internet webpages	Denise Ramos, Lead Michelle Poulsen-support
Year-End Workforce Diversity Reports	NNSA-wide; Field Offices; OST	Comprehensive five-year trend analysis on total workforce; accessions; separations and reasons for same; promotions; and includes the year-end two-page report	Bonnie Baisden, Co-Lead Denise Ramos, Co-Lead
Affirmative Action Program 1. MD-715 2. DVAAP 3. FEORP & RHER	NNSA-wide Employees, Managers and Supervisors	Telephonic Written Correspondence Email	Patricia Padilla, Lead Bonnie Baisden Denise Ramos Suzanne Sandoval Michelle Poulsen
Alternative Dispute Resolution Program	NNSA-wide Employees, Managers and Supervisors	Person-to-Person Telephonic Written Correspondence Email	OCR Staff-Program Information Suzanne Sandoval, Lead – Marketing/Promotion Michelle Poulsen-support

Quarterly OCR Scorecard	Administrator; Deputy Administrator; and Chief of Staff	Email	Bonnie Baisden, Lead Denise Ramos, Backup
EEO Training Program	NNSA-wide Employees, Managers & Supervisors. *On special request, other DOE Agencies or Federal Agencies OST Orientation New Employee Orientation Supervisor FLS	Person-to-Person VTC Telephonic Written Correspondence Intranet Internet (OLC & www) Email	Bonnie Baisden, Lead Patricia Padilla, Backup Suzanne Sandoval, Backup
Federal Financial Assistance Program	Recipients of Federal Financial Assistance Service Center Contracts Representatives DOE Office of Civil Rights Representatives	Person-to-Person Telephonic Written Correspondence Email	Denise Ramos, Lead Michelle Poulsen, Backup
EEO and Diversity Library	NNSA-wide Employees, Managers and Supervisors	Person-to-Person Telephonic Email	Michelle Poulsen, Lead
Community Outreach Notices	- NM FEB EEO/Diversity Council - Blood Drive - Bring Your Child to Work	Person-to-Person Meet Attendance Email	Michelle Poulsen, Lead Debra Parrish, Backup
DOE Diversity Events	All NNSA & Albuquerque Complex & SFO	DOE Diversity & Inclusion Office sends out notice of an event. OCR: <ul style="list-style-type: none"> • Schedule Telephone and/or VTC access to the event, including an ABQ Complex room • Create an email cast announcement to the ABQ Complex • Make sure the DOE announcement went to other NNSA Site Offices and OST Commands 	Michelle Poulsen, Lead
Freedom of Information	Request for OCR response comes from NA-GC	Entrust email to Debbie and/or Michelle	Debra Parrish, Lead Michelle Poulsen Backup
OCR Posters	NNSA	Poster preparation Poster printing Posting at ABQ Complex Mailing out to NNSA	Michelle Poulsen, Lead OCR provides support assistance for review of poster & posting
Budget Coordination	OCR Staff	Staff Meetings	Debbie Parrish Denise Ramos Bonnie Baisden Michelle Poulsen

Support Services Contract Coordination	JDG, GenQuest Inc., and Gradillas CR Services	COTR Responsibilities – PR initiation, Evaluation, and Communication	Denise Ramos, Lead Bonnie Baisden, Alternate
Records Management	AQM; OCR Staff	Emails and meetings with AQM	Michelle Poulsen, Lead Patty Padilla, Advisor
Albuquerque Leadership Team	Complex Organization Leaders/Managers	Staff meeting called by ABQ Complex Leader	Debra Parrish
Internet/Web-Presence Management	NNSA-wide employees, and General Public	Internet webpage, NNSA Intranet webpage, NNSA SharePoint Portal	Michelle Poulsen, Co-Lead Denise Ramos, Co-Lead Bonnie Baisden, Co-Lead



**NNSA Office of Civil Rights Scorecard
FY 2010 - FY 2014**

Equal Employment Opportunity: Collaborating for Mission Success

Informal EEO Complaint Activity: Employees and applicants for employment, seeking informal EEO counseling from NNSA EEO Counselor						
	FY 10	FY 11	FY 12	FY 13	FY 14	% Change FY 10 to FY 14
Total Workforce	2704	2823	2657	2540	2381	-11.9%
NNSA EEO Counselors	22	24	23	22	18	-18.2%
Completed Informal EEO Counselings	6	6	19	18	17	-6.0%
Untimely Counselings	0	0	6	5	0	100.0%
% of Untimely Counselings	N/A	N/A	31.6%	27.8%	0.0%	
Settlements During Pre-Complaint Process	2	2	1	3	1	-50.0%
Withdrawals During Informal EEO Counseling	1	1	1	1	2	100.0%
Cost of Contracted EEO Counselors	\$4,137	\$0	\$0	\$0	\$0	
ADR Activity: Alternative Dispute Resolution (ADR/Mediation)						
	FY 10	FY 11	FY 12	FY 13	FY 14	% Change FY 10 to FY 14
ADR Offered at Pre-Complaint Phase	10	10	21	18	14	40.0%
Accepted ADR (Mediation Session Occurred)	5	3	5	4	6	33.0%
% Accepted ADR	50.0%	25.0%	15.8%	22.2%	43.00%	51.0%
ADR Settlements Attained	2	2	3	3	1	-100.0%
ADR Withdrawal	(Did not track FY 08-11)		0	1	0	
No Formal Complaint Filed	5	2	3	5	1	-80.0%
ADR Offered at Formal Phase	5	6	16	13	14	180.0%
Accepted ADR	2	2	1	0	0	-100.0%
ADR Settlements	0	1	1	1	0	0.0%
ADR Withdrawal	0	0	0	1	0	0.0%
Staff Resources Available for ADR	1	1	2	2	2	100.0%
Staff Resources Available for Formal Complaint Processing	8	7	6	6	5	-37.5%
ADR Cases – EEO Related/Non-EEO Cases	3 / 7	5 / 2	6 / 0	6 / 0	6 / 1	

Note: Open EEO complaints at both the informal and formal phases carry-over until closed.



NNSA Office of Civil Rights (OCR) Scorecard – FY 2010 through FY 2014

Equal Employment Opportunity: Collaborating for Mission Success

Formal Complaint Activity:

	FY 10	FY 11	FY 12	FY 13	FY14	% Change FY10 to FY14 YTD
Total* NNSA Formal Complaints per FY	11	8	18	15	14	27.8%
Top Three (3) Issues Claimed	1. Nonselection 2. Harassment 3. Discipline	1. Hostile environment (No distinct 2 & 3)	1. Reasonable Accommodation 2. Equal Pay 3. Nonselection	1. Hostile Environ 2. Perf Appraisal 3. Assign of Duties	1. Hostile Work Environment 2. Perf. Evals 3. No distinct 3rd	
Top Three (3) Bases Claimed	1. Retaliation 2. Age 3. Tie: Race and Color	1. Retaliation 2. Age 3. Tie: Race; National Origin; and Sexual	1. Retaliation 2. Disability 3. Race	1. Retaliation 2. Race 3. Tie: Sex; Disability	1. Age 2. Reprisal 3. Tie: Race and Gender	
Number of completed investigations by Contractors	6	4	11	7	12	
Cost of investigation by Contractors (does not include FOR & GTN: DOE OCR covers)	\$22,623	\$7,332	\$55,774	\$27,744	\$64,153.00	
Average cost per investigation	\$3,771	\$1,833	\$5,070	\$3,963	\$5,346.00	
Closed Cases:	12	3	12	3	10	
Settlement	9	1	7	2	1	
Withdrawn	1	0	1	1	1	
No Finding	0	0	1	0	7	
Dismissals	2	2	0	1	0	
Finding of Discrimination	0	2	1	0	0	
Add'l Info	(on six cases)	(on two cases)	(on six cases)	(on four cases)	2 settlements	

Note: Open EEO complaints at both the informal and formal phase carry-over until closed. "Total" formal may be less than numbers if the Aggrieved names more than one organization.



NNSA NA-1.2 Office of Civil Rights (OCR) Scorecard FY 10 through FY 14

Advisory Services Provided by OCR Staff (FY 14)

	Employees	Managers and Supervisors	Counselors	Other Feds	Non-Employees
Quarter 1	10	8	19	1	4
Quarter 2	14	12	16	12	2
Quarter 3	15	4	7	0	0
Quarter 4	20	11	1	2	3
FY 2014 Total:	59	35	43	15	9
FY 2013 Total:	36	43	54	4	11

EEO Observers Appointed

	FY 10	FY 11	FY 12	FY 13	FY 14
Quarter 1	16	9	7	2	2
Quarter 2	16	13	7	6	11
Quarter 3	13	2	6	7	1
Quarter 4	11	7	2	6	13
FY Totals:	56	31	22	21	27

of Participants Attending EEO and/or Diversity Training

	FY 10	FY 11	FY 12	FY 13	FY 14
Quarter 1	117	275	10	112	10
Quarter 2	111	485	27	252	24
Quarter 3	521	1563	143	56	2606
Quarter 4	392	510	677	198	300
FY Totals:	1141	2833	857	618	2940



NNSA Office of Civil Rights, NA-1.2
Equal Employment Opportunity: Collaborating for Mission Success

EEO Informal Counseling Metrics for FY 2014

Metric: Number of Informal EEO Complaints culminating in a formal complaint.

NNSA Key Goal: Drive and Integrated and Effective *Enterprise*—We will attract, train, and retain the next generation of Federal nuclear security professionals, technical experts, and business managers.

Dates: October 1, 2013 through September 30, 2014 (Fiscal Year 2014)

Success Indicator: NNSA EEO Counselors will process pre-complaint EEO counseling within timeframes prescribed in accordance with 29 CFR 1614.

Analysis: NNSA EEO Counselors complete the pre-complaint counseling process within the 30-day timeframe mandated by 29 CFR 1614, and EEO Commission Management Directive MD-110.

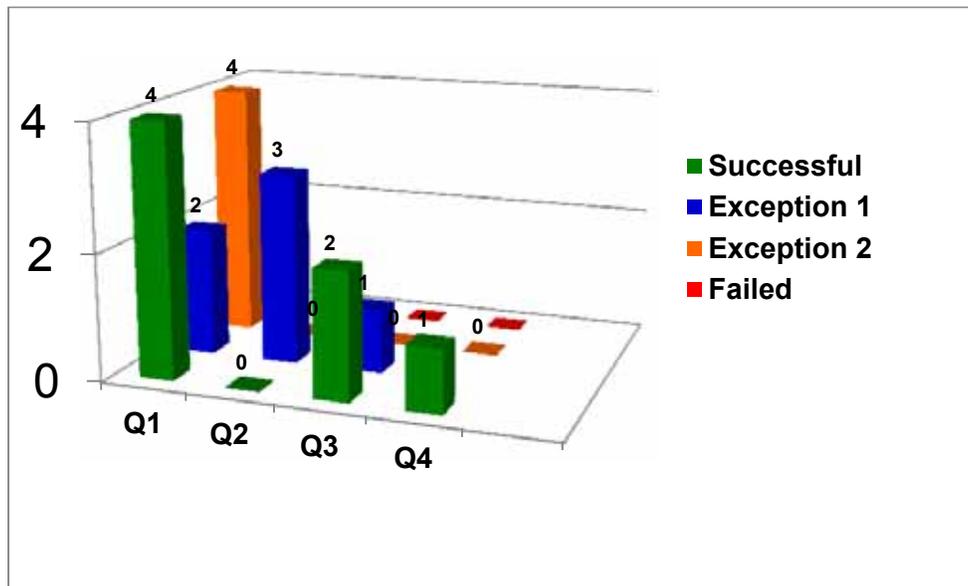
Criteria:

- **Successful:** Counseling completed within 30 days
- **Exception 1:** Counseling completed beyond 30 days, less than 60, and with a written approved extension in place; or within 90 days where parties enter into mediation.
- **Exception 2:** Counseling completed beyond 30/60 days, with an approved written extension or other documented reason, i.e., travel, leave, or mediation (allow up to 90 days).
- **Failure:** Counseling completed beyond 30/60/90 days timeframe with no valid explanation.

Metric Definition: Upon receipt of initial contact by a potential Complainant, the EEO Counselor will initiate the business process for EEO Counselors to conduct the pre-complaint counseling within 30 calendar days.

Corrective Action: Conduct one-on-one training and reporting in the *EEO Counselor Tidbits* email update for EEO Counselors, and send on an as-needed basis.

Source: iComplaints database and EEO Counselor's Reports.



During FY2014, there were a total of seventeen (17) EEO Informal Counselings that were closed. Of the seventeen closed informal counselings, seven were classified as Successful (completed with the initial 30-day timeframe, not requiring any extensions). Six were classified as Exception 1 (completed beyond 30 days but within less than 60 or 90 days, with an approved extension); four were classified as Exception 2 (counseling was completed beyond the 30/60 days with an approved extension for exigent circumstances). There were no instances of counselings classified as Failure.



NNSA Office of Civil Rights, NA-1.2
Equal Employment Opportunity: Collaborating for Mission Success

Formal EEO Complaints-Process Metrics for FY 2014

Metric: Formal EEO Complaints Process

NNSA Key Goal: Drive and Integrated and Effective *Enterprise*—We will attract, train, and retain the next generation of Federal nuclear security professionals, technical experts, and business managers.

Dates: October 1, 2013 through September 30, 2014 (Fiscal Year 2014)

Success Indicator: NNSA Office of Civil Rights EEO Specialist will manage formal complaints to the 180-day period prescribed by 29 CFR 1614.

Analysis: NNSA EEO Specialists' case-management will be tracked to ensure that the EEO Specialists manage the formal EEO complaint processing in accordance with 29 CFR 1614 and EEO Commission Management Directive MD-110, ensuring that complaints are investigated within 180 days of the filing of a formal EEO complaint.

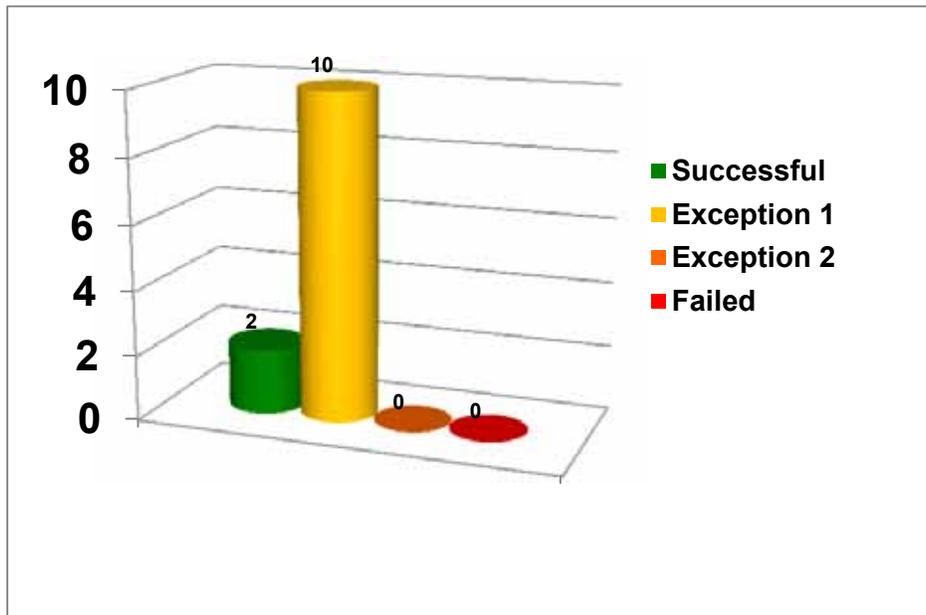
Criteria:

- **Successful:** Investigation completed, and the Report of Investigation is provided to the Complainant within 180 days.
- **Exception 1:** Investigation completed beyond 180 days, with a written extension in place for up to 270 days.
- **Exception 2:** Investigation completed beyond 180 days, with other documented reason, i.e., mediation, travel, leave of Complainant or witnesses; and agreement to extend in place up to 270 days.
- **Failure:** Investigation beyond the 180 day timeframe with no valid explanation; or beyond the 270 days extension in place.

Metric Definition: Upon receipt of a Complainant's formal EEO Complaint, an investigation must be conducted and concluded within 180 days.

Corrective Action: Perform root causal analysis to determine and correct untimely processing and investigations.

Source: iComplaints database, and Investigations tracking-data, and annual 462 report.



During FY 2014, a total of twelve (12) open EEO formal complaint-investigations were completed. Two of the twelve completed investigations were rated as Successful (the investigations were successfully completed within the 180-day timeframe). Ten of the twelve closed EEO formal complaints were rated as Exception 1 (the investigations were successfully completed beyond the 180-day timeframe, under an approved extension to the 180-day period). There existed no instances of Exception 2 or Failure.



NNSA Office of Civil Rights, NA-1.2
Equal Employment Opportunity: Collaborating for Mission Success

Alternate Dispute Resolution (ADR Program) Metrics for FY 2014

Metric: Alternative Dispute Resolution (ADR); Conflict Resolution Program for EEO-Related, and for non EEO-related workplace disputes.

NNSA Key Goal: Drive and Integrated and Effective *Enterprise*—We will attract, train, and retain the next generation of Federal nuclear security professionals, technical experts, and business managers.

Dates: October 1, 2013 through September 30, 2014 (Fiscal Year 2014)

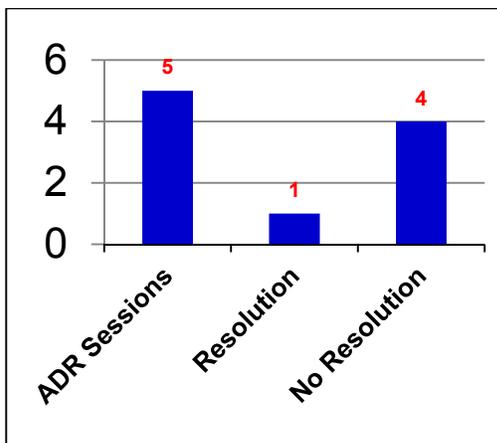
Success Indicator: Percentage of mediation resolutions greater than those with no resolution.

Analysis: The ADR Program is analyzed for success in the number of sessions conducted, EEO-related and non EEO-related.

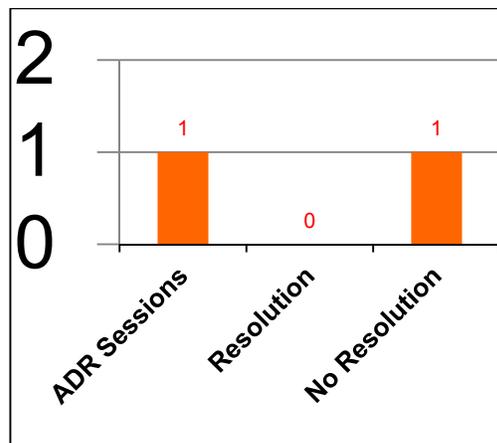
Metric Definition: Number of resolutions to the number of ADR sessions.

Source: GenQuest monthly reports to the EEO Manager; reports from DOE OCPR.

**EEO-Related
ADR/Mediation**



**Non-EEO-Related
ADR/Mediation**



There were a total of six (6) ADR mediation sessions that occurred during FY 2014; five of the six were classified as EEO-related, and one of the six was non-EEO related. Of the six mediation sessions, one was successful (resulted in Settlement Agreement during mediation).